

R-60 Instructions

Any changes that affect the amount requested on this Approval of Contract Vehicles To Transport Special Needs Students must be approved on another R-60 form by the Dept. of Education. Attach the R-60 form with the changes to a copy of the original R-60 form and submit to the County Supervisor.

District: Name of the district where the student(s) live

Provider of Service: Name of the person or company that will be providing the transportation

Mode of Transportation: Record car, truck, bus, van, or boat

Names of Students Transporting: List the names of the students this provider of service will be transporting

School Attending: Record the name of the school that each student will attend.

Daily Mileage: Record the total number of miles per day to transport these student(s)

Days of Operation: Record the number of school days this provider of service will transport these students during this school year. If this contract is for one student, the number of days operated should not exceed the number of days the student attends school.

Days Remaining In School Year: Record the number of school days remaining in this school year from the first day this contract is approved.

Amount Requested: Daily Mileage X Days of Operation X Approved Rate For This School Year

Why is this contract needed? Give a detailed explanation why it is not beneficial to transport these student(s) on a State owned school bus.